



November 2, 2015

CITY OF SARATOGA SPRINGS
City Council Meeting
City Council Room
7:00 PM

**6:50 PM – P.H. – 2016 Proposed
Comprehensive Budget**

7:00 PM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

PUBLIC COMMENT PERIOD / 15 MINUTES

PRESENTATION

EXECUTIVE SESSION:

CONSENT AGENDA

1. Approval of 10/19/15 Pre-Agenda Meeting Minutes
2. Approval of 10/20/15 City Council Meeting Minutes
3. Approval of 10/21/15 Budget Workshop Minutes
4. Approval of 10/26/15 Budget Workshop Minutes
5. Approve Resolution for the Use of the Insurance Reserve – 23
6. Approve Budget Amendments – Insurance Reserve
7. Approve Budget Amendments (Increases)
8. Approve Budget Transfers – Regular
9. Approve Payroll 10/23/15 \$441,397.43
10. Approve Payroll 10/30/15 \$435,092.47
11. Approve Warrant: 2015 Mid – 15MWOC2 \$9,327.12
12. Approve Warrant: 2015 REG – 15NOV1 \$944,293.40

MAYOR'S DEPARTMENT

1. Announcement: Updates and Improvements to the City's Code of Ethics
2. Discussion and Vote: Authorization for Mayor to Sign Agreement with VanDusen and Steves Land Surveyors for Loughberry Lake Parcel Survey
3. Discussion and Vote: Authorization for Mayor to Sign Agreement with the Saratoga Hilton for Room Block Associated with 2016 HUD Conference
4. Discussion and Vote: Authorization for the Mayor to Sign Agreement with the Saratoga Springs City Center for 2016 HUD Conference
5. Set Public Hearing: Amendment to Saratoga Hospital Planned Unit Development
6. Announcement: High Rock RFP Technical Review Committee and Bidders Presentation
7. Discussion and Vote: Acceptance of Gift From Mr. Andrew Hall

ACCOUNTS DEPARTMENT

1. Award of Bid: Lake Avenue Fire Station Window Replacement to Hoosick Valley Contractors

FINANCE DEPARTMENT

1. Discussion and Vote: 2014 Excess Fund Balance Recommendations
2. Discussion and Vote: 2016 Budget
3. Discussion and Vote: Budget Transfers – Contingency
4. Discussion and Vote: Budget Transfers – Payroll
5. Discussion and Vote: Budget Transfers – Benefits
6. Discussion and Vote: Budget Amendments – Benefits
7. Announcement: Grand Opening – Dog Park

PUBLIC WORKS DEPARTMENT

1. Discussion: The Department of Public Works Vision for the City's New Web Site

PUBLIC SAFETY DEPARTMENT

1. Discussion: Survivor Tree Planting at Lake Avenue Fire Station
2. Discussion: Tragic Traffic Accident Involving Skidmore Student
3. Discussion: Sign Ordinance

SUPERVISORS

Matthew Veitch

1. 2015 HEAP Program
2. 2016 Saratoga County Preliminary Budget

Peter Martin

1. Village Movement
2. Saratoga Make A Difference
3. Animal Shelter
4. Equalization and Assessment Committee

ADJOURN



November 2, 2015

CITY OF SARATOGA SPRINGS
City Council Meeting
City Council Room
7:00 PM

PRESENT: Joanne Yepsen, Mayor
John Franck, Commissioner of Accounts
Michele Madigan, Commissioner of Finance
Anthony Scirocco, Commissioner of DPW
Christian Mathiesen, Commissioner of DPS (arrived at 7:59 p.m.)

STAFF PRESENT: Joe Ogden, Deputy Mayor
Lynn Bachner, Deputy Commissioner, Finance
Maire Masterson, Deputy Commissioner, Accounts
Eileen Finneran, Deputy Commissioner, DPS

Vincent DeLeonardis

Matthew Veitch, Supervisor
Peter Martin, Supervisor

ABSENT: Tim Cogan, Deputy Commissioner, DPW

RECORDING OF PROCEEDING

The proceedings of this meeting were taped for the benefit of the secretary. Because the minutes are not a verbatim record of the proceedings, the minutes are not a word-for-word transcript.

PUBLIC HEARING

2016 Proposed Comprehensive Budget

Mayor Yepsen opened the public hearing at 6:51 p.m.

Commissioner Madigan advised this is the second public hearing as required. She will leave this public hearing open until after the vote is taken. Unanimous support has been expressed by the Council. Amendments include the full time administrator of parks, open land, and historic preservation position and the recently settled PBA contract. The amended General Fund operating budget has increased by \$171,938.26, and totals \$44,013,015.51. The tax rate remained unchanged with the amendments; there is an average decrease of 0.14%. The proposed combined inside district rate is \$6.0593; the proposed combined outside district tax rate is \$5.9820.

Pastor Peter Barrios of Saratoga Springs asked what is being done with parking with the money that is left over. There is an empty lot behind the recreation center that is available to be sold.

Mayor Yepsen concluded the public hearing at 7:00 p.m. and left it open.

CALL TO ORDER

Mayor Yepsen called the meeting to order at 7:00 p.m.

Mayor Yepsen called a moment of silence for the Skidmore student who lost his life over the weekend.

PUBLIC COMMENT

Mayor Yepsen said the public comment period is limited to a total of 15 minutes and individuals are limited to two minutes each.

Mayor Yepsen opened the public comment period at 7:01 p.m.

Lou Schneider of Saratoga Springs stated the 2015 Vietnam Veteran of the Year ceremony will be held on November 14, 2015 at 1 p.m. at the Military Museum. They will be honoring Joseph G. Pollicino.

David Bronner of Saratoga Springs stated he is here about safety response time on the east ridge. Commissioner Mathiesen has rejected proposals to take steps to reduce the emergency response times throughout the City. It is time to forget about land deal and start at square one.

Pastor Barrios of Saratoga Springs stated as politicians they answer to the citizens of the City. They haven't answered to the people.

Kim Fonda of Saratoga Springs stated she has no sewer system but is surrounded by many new \$300,000 - \$400,000 condos. Everyone is so focused on the parking proposal that other things may have been overlooked. The parking garages on Woodlawn were built with the foresight to add levels on. Has anyone looked into taking the Putnam Street parking deck down and replace it with a multilevel one? This could provide immediate relief and provide additional spaces quicker than the development of the High Rock Park.

Mayor Yepsen closed the public comment period at 7:09 p.m.

CONSENT AGENDA

Mayor Yepsen moved and Commissioner Franck seconded to accept the consent agenda as follows:

1. Approval of 10/19/15 Pre-Agenda Meeting Minutes
2. Approval of 10/20/15 City Council Meeting Minutes
3. Approval of 10/21/15 Budget Workshop Minutes
4. Approval of 10/26/15 Budget Workshop Minutes
5. Approve Resolution for the Use of the Insurance Reserve – 23
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9. Approve Payroll 10/23/15 \$441,397.43
10. Approve Payroll 10/30/15 \$435,092.47
11. Approve Warrant: 2015 Mid – 15MWOCT2 \$9,327.12
12. Approve Warrant: 2015 REG – 15NOV1 \$944,293.40

Ayes - All

MAYOR'S DEPARTMENT

Announcement: Updates and Improvements to the City's Code of Ethics

Tony Izzo, assistant city attorney, advised there have been a few amendments to the code since early 2000s. This is the first line by line revision in over a decade. They sent the red-lined and current version to the Council today.

Discussion and Vote: Authorization for Mayor to Sign Agreement with VanDusen and Steves Land Surveyors for Loughberry Lake Parcel Survey (15-371)

Mayor Yepsen advised they obtained 3 quotes for a survey to be done on the Loughberry Lake parcel. They selected VanDusen and Steves. The cost is \$3,350 and funding is in line A3011424 / 54720.

Mayor Yepsen moved and Commissioner Madigan seconded to authorize the mayor to sign an agreement with the VanDusen and Steves Land Surveyors in the amount of \$3,350 for land survey of a parcel of land on Loughberry Lake which is being acquired by the City.

Commissioner Madigan advised there is approximately \$260,000 left in the open space bond act.

Commissioner Scirocco stated the more land we can acquire around the lake the better off the City will be.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Agreement with the Saratoga Hilton for Room Block Associated with 2016 HUD Conference (15-372)

Mayor Yepsen advised this agreement is for 100 rooms for the HUD conference. The attendees of the conference will receive a discounted rate on their room and conference rooms. Funding is in line A3011214 / 54753.

Mayor Yepsen moved and Commissioner Madigan seconded to authorize the mayor to sign an agreement with the Saratoga Hilton for a 100 room block and conference space for the 2016 HUD conference as distributed with the agenda.

Commissioner Madigan advised the City could be liable for some sort of fee. We are responsible to ensure the hotel rooms are booked. They don't feel a budget amendment is necessary at this time. If the rooms aren't booked the City would be responsible; therefore, they are looking into insurance for this.

Ayes – All

Discussion and Vote: Authorization for the Mayor to Sign Agreement with the Saratoga Springs City Center for 2016 HUD Conference (15-373)

Mayor Yepsen stated this agreement is to use part of the City Center for the main program of the conference. The contract is in the amount of \$1,975 and funding is in line A3011214 / 54753.

Mayor Yepsen moved and Commissioner Madigan seconded to authorize the mayor to sign an agreement with Saratoga Springs City Center for the 2016 HUD conference as distributed with the agenda.

Ayes - All

Set Public Hearing: Amendment to Saratoga Hospital Planned Unit Development

Mayor Yepsen set a public hearing for Tuesday, December 1, 2015 at 6:55 p.m.

Announcement: High Rock RFP Technical Review Committee and Bidders Presentation

Mayor Yepsen named the following people as members of the High Rock RFP Technical Review Committee:

- Representing the Mayor – Deputy Joe Ogden
- Representing the Commissioner of Finance – Larry Novak
- Representing the Commissioner of Public Safety – Bob Williams
- Representing the Commissioner of Public Works – Lauritz Rasmussen
- Representing the Commissioner of Accounts – Bill Springnether

Their first meeting will be Thursday at 3 p.m. in the City Council Room. The bidders will be in town on Tuesday, November 10th to give a presentation to the City Council and the public.

Discussion and Vote: Acceptance of Gift from Mr. Andrew Hall (15-374)

Mayor Yepsen announced the City's privilege of accepting a donation from Mr. Andrew Hall of the City's seal. She thanked Patsy Berrigan and Tony Izzo for driving the Mr. Hall's home in Connecticut to pick up the picture.

Tony Izzo advised that a copy of a lithograph done in the 1890's by an artist by the name of Hickcock was in the possession of the Hall family. This is the copy he picked up.

Mayor Yepsen moved and Commissioner Scirocco seconded to accept the drawing donated to the City of Saratoga Springs by Mr. Andrew Hall and the Hall family.

Ayes - All

Mayor Yepsen moved and Commissioner Franck seconded to add an item to her agenda in relation to the Stewart's Shops donation in relation to the recreation programming and equipment at the City's recreation center.

Ayes – All

Mayor Yepsen moved and Commissioner Madigan seconded to accept a donation in the amount of \$4,500 from Stewart's Shops to support programming and equipment at the City's recreation center.

Ayes - All

ACCOUNTS DEPARTMENT

Award of Bid: Lake Avenue Fire Station Window Replacement to Hoosick Valley Contractors (15-375)

Commissioner Franck moved and Commissioner Madigan seconded to award the bid for the Lake Avenue Fire Station Window Replacement to Hoosick Valley Contractors in the amount of \$116,500.

Funding is in lines H3146952 / 52000 / 1203 and H3146952 / 52000 / 1186.

Ayes - All

FINANCE DEPARTMENT

Discussion and Vote: 2014 Excess Fund Balance Recommendations (15-376)

Commissioner Madigan advised she is required to report annually if the audited balance available in the unrestricted fund balance of the City's General Fund for the most recently audited fiscal year is within 10% – 15% of the adopted expenditure budget. The City's 2014 audited unrestricted fund balance is in excess of this policy in an amount of \$1,538,137. Her recommendations help defray the property tax levy by replenishing reserves and assignments that can be used in the City budget. This lowers taxes, giving the funds back to the taxpayers. These recommendations also save funds for future needs and are as follows:

- Assignment for costs (excluding legal fees) associated with the settlement of City employment contracts or resolutions, including salaries, other negotiated contract terms, and NYS retirement expenses, in an amount of up to \$380,000.
- Contribution to the Reserve Fund for the Payment of Bonded Indebtedness in the amount of \$400,000.
- Contribution to the Retirement Reserve in the amount of \$300,000.
- Contribution to the Capital Reserve for Buildings in the amount of \$200,000.
- Assignment for IT Initiatives and One-time Projects in the amount of \$258,137.

Commissioner Madigan moved and Commissioner Franck seconded to approve the 2014 Excess Fund Balance recommendations as distributed with the agenda.

Ayes - All

Discussion and Vote: 2016 Budget (15-377)

Commissioner Madigan held off on this item until Commissioner Mathiesen joined the meeting (7:59 p.m.).

Commissioner Madigan advised the Council was asked to consider the proposed 2016 amended budget items. Unanimous support was expressed and general consensus was achieved. Amendments to the 2016 Comprehensive Budget presented on October 6th include changes to add a full-time Administrator of Parks, Open Lands, and Historic Preservation, and changes required as a result of the recently settled PBA contract. The amended General Fund operating budget has increased by \$171,938.26, and totals \$44,013,015.51. About 88% of the general operating budget is for mandated expenses such as wages, social security, health and liability insurance, NYS Retirement contribution, gas & oil, and utilities. The tax rate remains unchanged: there is an average decrease of 0.14%. The proposed combined inside district rate is \$6.0593; the proposed combined outside district tax rate is \$5.9820.

Expense changes net out to an increase of \$171,938.26 and include:

- Full time administrator of park, open lands, and historic preservation. This increases the Mayor's Department budget by \$43,651 for a new total of \$2,308,750.05.
- The Public Safety Department had the PBA contract settled for a total of \$488,938.26. This will be partially funded by cost savings in the DPS health insurance line due to the terms of the MOA. In addition, some of the final health insurance rates have come in a little lower than figures provided for when we were putting together the comprehensive budget. Both of these factors result in a decrease in expense line for DPS health insurance line in the amount of \$135,650.92. This will also be partially funded by reducing the contingency expense line which is budgeted in the Finance Department. Amounts will be reduced by \$225,000, going from \$550,000 to \$325,000. This will leave sufficient funds to help address remaining contract settlements in 2016. This increases the Department of Public Safety's budget by \$353,287.35 for a new total of \$24,848,162.87.
- The Amended Budget contains no changes for the Department of Public Works, Accounts Department, and Recreation Departments.

Revenue changes also net out to an increase of \$171,938.26 and are as follows:

- The Department of Public Safety employee hospital contributions line has been revised to reflect the new PBA contract. The contract increases the cap on contributions for PBA members from \$1,000 to \$1,500. This results in a revenue increase of \$21,938.26 and a new budget amount of \$160,600.
- 2015 NYRA admissions tax was received from the County in the amount of about \$627,552. It is \$111,552 over amounts budgeted for the 2015 adopted budget and the 2016 comprehensive budget.

The City has met the requirements to be eligible for the 2016 Tax Freeze Credit rebate.

Commissioner Madigan moved and Commissioner Franck seconded to approve the proposed 2016 amended budget presented this evening, all funds, as our 2016 adopted budget.

Ayes – All

Commissioner Madigan closed the public hearing on the 2016 budget.

Discussion and Vote: Budget Transfers – Contingency (15-378)

Commissioner Madigan moved and Commissioner Franck seconded to approve the 2015 budget transfers – contingency which were distributed with the agenda. The current budget amount in the General Fund contingency line is \$320,200; there will remain \$300,200 after this transfer.

Ayes - All

Discussion and Vote: Budget Transfers – Payroll (15-379)

Commissioner Madigan moved and Commissioner Franck seconded to approve the 2015 budget transfers – payroll which were distributed with the agenda.

Ayes - All

Discussion and Vote: Budget Transfers – Benefits (15-380)

Commissioner Madigan moved and Commissioner Franck seconded to approve the 2015 budget transfers – benefits which were distributed with the agenda.

Ayes - All

Discussion and Vote: Budget Amendments – Benefits (15-381)

Commissioner Madigan moved and Commissioner Franck seconded to approve the 2015 budget amendments - benefits which were distributed with the agenda.

Ayes - All

Announcement: Grand Opening – Dog Park

Commissioner Madigan advised the grand opening of the dog park was Friday, October 30th. The park is located at the corner of Crescent Street and South Broadway.

PUBLIC WORKS DEPARTMENT

Discussion: The Department of Public Works vision for the City's New Web Site

Commissioner Scirocco advised his staff is working diligently to create new pages for the website.

*Commissioner Mathiesen joined the meeting at 7:59 p.m.

PUBLIC SAFETY DEPARTMENT

Discussion: Survivor Tree Planting at Lake Avenue Fire Station

Commissioner Mathiesen showed a few pictures of the tree planting event at the Lake Avenue Fire Station. This survivor tree was discovered at Ground Zero and nurtured back to health by the NYC Department of Parks and Recreation. We received sampling #26 from this tree and planted it October 25th at the Lake Avenue Fire Station.

Discussion: Tragic Traffic Accident Involving Skidmore Student

Commissioner Mathiesen advised the person driving the car that hit the 3 Skidmore students has been arrested and there is an ongoing investigation.

Discussion: Sign Ordinance

Commissioner Mathiesen advised that electronic billboard signs appeared on the arterial and around the City over the weekend and political in nature. The signs were on private property endorsing 2 candidates but were over the approved size for political signs. The signs were owned by Connelly Construction, a division of D.A. Collins. He would like to review the sign ordinance to have fines put in place for when something like this happens.

SUPERVISORS

Matthew Veitch

2015 HEAP Program

Supervisor Veitch reported the 2015/2016 HEAP program starts Monday, November 16th and closes on March 16, 2016. This is contingent upon available funding from the state.

2016 Saratoga County Preliminary Budget

Supervisor Veitch reported the 2016 preliminary budget is \$296.5 million budget. There will be a property tax decrease of \$.02/\$1,000 value. It has initiatives for the veteran concert next fall, increases funds for the County fair; and keeps \$250,000 in the budget for open space but no money for trails.

Peter Martin

Village Movement

Supervisor Martin stated the Village Movement is a volunteer/membership type movement to help seniors stay in their homes for a longer period of time and avoiding the need for nursing homes. This will supplement services, not replace services for seniors.

Saratoga Make a Difference

Supervisor Martin advised the Saratoga Casino and Raceway gave away \$100,000 to 16 charities. Those in Saratoga Springs include Franklin Community Center, Wesley, AIM, and Jake's Help from Heaven.

Animal Shelter

Supervisor Martin advised the director of the animal shelter sponsored a volunteer open-house. The shelter does meet all standards required by the state.

Equalization and Assessment Committee

Supervisor Martin stated there were corrected tax bills and extended the right for someone to close on a property in the Town of Ballston.

Supervisor Martin reminded all that Gene Corsale will be honored on November 17th at 2:30 pm.

ADJOURNMENT

There being no further business, Mayor Yepsen adjourned the meeting at 8:38 p.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved:
Vote: